

North Carolina Department of Health and Human Services
Division of Public Health
Section/Branch: WICW/Reproductive Health Branch

RFA Questions and Answers

RFA # A413, RFA Title: Adolescent Parenting Program
Addendum Number: 1

If applicable, Bidder's Conference(s) Date(s): October 26, 2023
Questions Received Until (date): November 14, 2023
Summary of Questions and Answers Release Date: November 21, 2023

Questions and Answers *(list all questions and answers in numerical order)*

GENERAL QUESTIONS

- 1. Question: Are only the preferred counties eligible to apply for this, or may other counties also apply?**

Answer: All public or private non-profit agencies interested in increasing the self-sufficiency of pregnant or parenting teens and improving the developmental outcomes of their children are eligible to apply, regardless of which North Carolina County they plan to serve. Applications from counties ranking in the top quartile (i.e., the top 25 for percent of repeat pregnancies among females aged 15 to 19 based on a five-year average between 2016-2020) are considered "priority counties", and will receive a demonstrated need score as indicated on the table on page 8 of the RFA, but agencies from other counties are welcome to submit applications. We would be happy to receive an application from any North Carolina County.

- 2. Question: Can we apply for two counties? If so, do we need two separate applications?**

Answer: An organization can submit an application for each proposed county service area. Please keep in mind that a caseload of 15-20 participants must be maintained for each county as well as meeting the other program requirements.

- 3. Question: Was the Bidder's Conference on October 26th recorded?**

Answer: The slides from the webinar have been approved and are available on our website: <https://wicws.dph.ncdhhs.gov/docs/a413/TPPI-AP2-2023-SlidesRFA-A413-Webinar.pdf>.

- 4. Question: Are DocuSign signatures approved for the MOA submissions?**

Answer: Acceptable signatures include an original signature or a verified digital signature, such as DocuSign. Please note that signature stamps will not be accepted.

- 5. Question: The RFA indicates that applicants receiving federal funds have UEs and being enrolled in the SAM, but it appears this grant is state funded. Do we need to follow the instructions for receiving federal funds?**

Answer: Please follow all RFA instructions and requirements – specific to this question, please review Section IV, #18 and #19. Funds administered by TPPI include federal funding sources – please reference the RFA pages 19-20.

NEEDS ASSESSMENT

- 6. Question: Where do you find pregnancy data?**

Answer: Please visit the North Carolina State Center for Health Statistics website.

2019 Statistics: <https://schs.dph.ncdhhs.gov/data/vital/pregnancies/2019/>

2020 Statistics: <https://schs.dph.ncdhhs.gov/data/vital/pregnancies/2020/>

2021 Statistics: <https://schs.dph.ncdhhs.gov/data/vital/pregnancies/2021/>

- 7. Question: If we are not planning to do PAT Affiliate status, do we need to complete the PAT Readiness Reflection Tool?**

Answer: Yes, all sites are asked to fill out the PAT Readiness Reflection Tool, whether they are planning to implement at the Affiliate or Subscriber level.

PROGRAM PLAN

- 8. Question: Do agencies implementing as PAT Affiliates have to complete both the quarterly group meeting requirement and monthly group connection meetings?**

Answer: Monthly group connection meetings meet the quarterly group education requirement.

- 9. Question: Will you be offering Motivational Interviewing (MI) training?**

Answer: The calendar of trainings for the coming year has yet to be determined as it will depend on the needs of the agencies that are funded. It is possible that Motivational Interviewing will be offered but if not, contract funds from the Professional Development Budget line item may be used to pay for the APP staff MI training.

- 10. Question: Is the reproductive health curriculum Be Proud! Be Responsible! Be Protective! (B3!) going away? The RFA says the reproductive health curriculum is to be determined (TBD).**

Answer: Yes, after May 31, 2023, we will no longer require the Be Proud! Be Responsible! Be Protective! training for APP participants. The replacement curriculum has yet to be determined.

- 11. Question: Where can I find the “recommended TPPI reproductive health evidence-based programs”?**

Answer: TPPI is in the process of reviewing curricula to determine which one best suits the needs of the Adolescent Parenting Program participants. Unfortunately, that determination will not be made

before the RFA application is due. Therefore, we ask sites to describe how they would implement a reproductive health education program covering complete and medically accurate information about all FDA-approved contraceptive methods, including abstinence to all participants. Plan on a curriculum consisting of between 6-8 one-hour modules. These could be provided over several days, or during one day-long session for the participants. Funded sites will receive training on the required reproductive health curriculum before they begin implementation.

12. Question: What are some ways that programs incentivize teens to attend in-person trainings/meetings?

Answer: Incentives have proven to be effective in encouraging participation. Additionally, establishing a strong bond between participants and program staff can also play a significant role in increasing participation rates. Along with incentives, programs often offer meals, childcare, and other activities during participant group meetings.

DATA COLLECTION

13. Question: Do you want surveys and feedback for the entire program or for only certain components?

Answer: The entire program.

14. Question: If you used *Parents as Teachers* feedback form would it not be *Parents as Teachers* specific?

Answer: If you use an existing form created by the curriculum, then you need to add questions to evaluate your entire Adolescent Parenting Program and not just the home-visiting curriculum.

AGENCY ABILITY

15. Question: Are supervisors required to be trained in PAT?

Answer: Yes. Supervisors must be trained in order to complete at least two program observations each year, provide reflective supervision and ongoing support to the home visitor.

16. Question: What are the FTE requirements?

Answer: Agencies are required to have at least 1 Full Time staff person to coordinate the program and carry an average case load of 15-20 participants. (See page 6 of the RFA).

17. Question: The RFA says that funds will be disbursed on a cost reimbursement basis – what is a cost reimbursement basis? Can you advise how that works?

Answer: In the case of cost reimbursement, the agency being funded incurs program costs and submits them to TPPI on a monthly basis. These costs are due by the 10th of the following month, and reimbursement is typically received 45-60 days later.

COMMUNITY INVOLVEMENT

18. Question: Do we need MOAs from all referral sources? What if our agency is the referral source, do we still include?

Answer: Include MOAs from all referral sources that are outside of the scope of what your agency can provide. If you are referring participants to another program or service within your agency, please discuss in your application but do not include an MOA from your own agency.

BUDGET

19. Question: If we get \$125,000, what is the match amount?

Answer: The range of funds available are from \$75,000 to \$125,000. The corresponding match requirements are between \$10,000 and \$25,000. If an agency received the maximum amount of funding at \$125,000 their local match requirement would be \$25,000 (see page 4 of RFA).

20. Question: We are formulating the 2-year budget plan. The amount we ask for, will it be the same for years 3 and 4? Is it possible to ask for different amounts each year?

Answer: Please plan on the budget amount for years 3 and 4 being the same as the amounts requested for years 1 and 2. There is always the caveat that it is contingent upon the availability of funds. Sometimes funds do become available to enable us to offer more funds, but that is not the norm. Usually, the budget amount is the same for the duration of the 4-year RFA grant cycle.

21. Question: Can program funds be used for individual cash assistance for housing, education or healthcare costs?

Answer: Cash incentives, including housing and educational stipends are out of the scope of the Adolescent Parenting Program. However, we encourage agencies to establish a community advisory council and referral network which includes these services.